

## Grambling State University Response to FIRE, September 22, 2010

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### FOR IMMEDIATE RELEASE

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Grambling State University does not prohibit students or employees from political expression. Our policy is as follows:

#### Grambling State University Email Use Policy

- 1. Grambling State University email system shall not to be used for the creation or distribution of any disruptive or offensive messages, including offensive comments about race, gender, hair color, disabilities, age, sexual orientation, pornography, religious beliefs and practice, political beliefs, or national origin. Employees who receive any offensive emails with this content from any Grambling State University employee should report the matter to their supervisor immediately*
- 2. Using a reasonable amount of Grambling State University resources for personal emails is acceptable, but non-work related email shall be saved in a separate folder from work related email. Sending chain letters or joke emails from a Grambling State University email account is prohibited. Warnings of virus or malicious email from Grambling State University shall be approved by the Associate Vice President for Information Technology before sending, also all mass emails must be approved by Media Relations or the Provost & Vice President for Academic Affairs. These restrictions also apply to the forwarding of mail received by Grambling State University employees.*
- 3. Grambling State University employees shall have no expectation of privacy in anything they store, send or receive on the University's email system. Grambling State University may monitor messages without prior notice.*
- 4. Any employee found to have violated this policy is subject to disciplinary action.*

In light of the questions presented by FIRE, the university is communicating on this matter with legal counsel and the governing board. To ensure the Grambling State University community is fully aware of the university's policy, email use policies are being redistributed.

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